



To the Honorable Council
City of Norfolk, Virginia

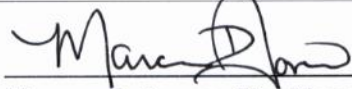
February 9, 2016

From: George M. Homewood, AICP, CFM, Planning Director

Subject: **Special Exception to operate an entertainment establishment with alcoholic beverages at 128 West Olney Road – Glass Wheel Studio**

Reviewed: 
Ronald H. Williams, Jr., Deputy City Manager

Ward/Superward: 2/6

Approved: 
Marcus D. Jones, City Manager

Item Number: **R-8**

- I. **Staff Recommendation: Approval.**
- II. **Commission Action: By a vote of 7 to 0, the Planning Commission recommends **Approval**.**
- III. **Request: Special Exception to operate an entertainment establishment with alcoholic beverages**
- IV. **Applicant: Glass Wheel Studio**
- V. **Description:**
 - Granting this request will allow Glass Wheel Studio to add the following entertainment to their existing art studio use:
 - Live band with 12 members or less
 - Indoor and outdoor film screenings
 - Art fashion shows
 - Live performances in collaboration with other NEON District arts organizations
 - The site is located on West Olney Road within the Arts District.
 - Outdoor entertainment will be provided in the parking area within a tent.
 - Entertainment in the parking area will be limited to ten times per year.
 - Entertainment and the sale of alcoholic beverages will end at 10:00 p.m. nightly.

Staff point of contact: Robert Tajan at 664-4756, Robert.Tajan@norfolk.gov

Attachments:

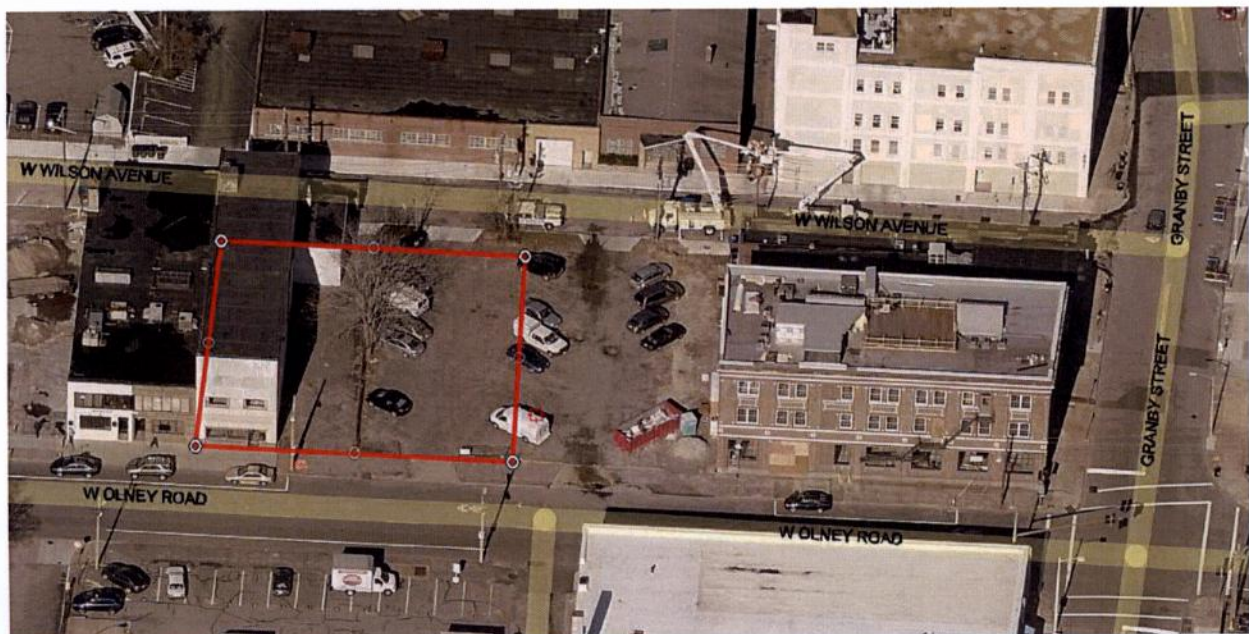
- Staff Report to CPC dated January 28, 2015 with attachments
- Proponents and Opponents
- Ordinance

Planning Commission Public Hearing: January 28, 2015

Executive Secretary: George M. Homewood, AICP, CFM

Planner: Robert J. Tajan, AICP, CFM

Staff Report	Item No. 20	
Address	128 West Olney Road	
Applicant	Glass Wheel Studio	
Request	Special Exception	Entertainment Establishment with alcoholic beverages
Property Owner	Glass Wheel Studio, LLC.	
Site Characteristics	Site/Building Area	11,465 sq. ft./8,500 sq. ft.
	Zoning	D-4 (Downtown Arts and Design)
	Future Land Use Map	Downtown
	Character District	Downtown
	Neighborhood	Downtown
Surrounding Area	North	D-4: The Hurrah Players
	East	D-4: Work Release, Push Comedy Theater, The Parlor on Granby
	South	D-4: Virginian Pilot
	West	D-4: offices



A. Summary of Request

- Granting this request will allow Glass Wheel Studio to add the following entertainment to their existing art studio use:
 - Live band with 12 members or less
 - Indoor and outdoor film screenings
 - Art fashion shows
 - Live performances in collaboration with other NEON District arts organizations
- The site is located on West Olney Road within the Arts District.

B. Plan Consistency

The proposed special exception is consistent with *plaNorfolk2030*, which designates this site as downtown.

C. Zoning Analysis

i. General

- The use is permitted in the D-4 district by special exception.

	Proposed
Hours of Operation	11:00 a.m. until 10:00 p.m., seven days a week
Hours for the Sale of Alcohol and for Entertainment	5:00 p.m. until 10:00 p.m., Monday through Thursday 11:00 a.m. until 10:00 p.m., Friday through Sunday
Capacity	48 seats indoors 60 seats outdoors 120 total capacity
Entertainment	<ul style="list-style-type: none">• 12 member live band• Theater performances• Film Screenings• Art fashion shows

- Special exception history:

City Council Approval	Applicant	Changes
Pending	Glass Wheel Studio, LLC	Initial Application

ii. Parking

- There are currently fifteen parking spaces on site.
 - The proposed addition of the entertainment use will not require additional parking spaces.

- The parking area meets *Zoning Ordinance* requirements in regards to landscaping.
 - Landscaping was required to be installed in the parking area as part of the approval of the addition and renovation of the building.

iii. Flood Zone

- The property is located in the AE (Elevation 7.6) Flood Zone, which is a high-risk flood zone.
- The building was required to meet the floodplain regulations during the renovation and addition.

D. Transportation Impacts

No new trips are forecast related to the proposed addition of entertainment at this existing art gallery use.

E. Historic Resources Impacts

- The building is not located within a local historic district, but it is listed as a contributing structure within a federal and state designated historic district.
 - Modifications to the exterior of the building are not subject to any approval from the Architectural Review Board.

F. Public Schools Impacts

This site is located within the Taylor Elementary School, Blair Middle School, and Maury High School Attendance Zones.

G. Environmental Impacts

- The parking area was required to provide landscape screening when the building renovation and addition was approved.
 - The landscaping reduces the impact of the vehicles in the parking area from the adjacent properties.

H. Surrounding Area/Site Impacts

- Over the past year there have been three calls for police service with no arrest made.
 - One call for service concerned a larceny report.
- The proposed indoor and outdoor entertainment aligns with the uses in the Arts and Design district with the hours of entertainment to be no later than 10:00 p.m.
 - The proposed hours of operations will limit the impact on the adjacent properties.
 - The outdoor entertainment in the parking area will be used for special events no more than ten times a year.
 - All outdoor uses associated with the art gallery/studio use will not be limited to ten times a year.
- Given the conditions which limits the hours of entertainment and the number of outdoor entertainment events in the parking area to ten times per year, the proposal should not have an adverse impact on the neighborhood.

I. Payment of Taxes

The owner of the property is current on all real estate taxes.

J. Civic League

Notice was sent to the Downtown Civic league, Downtown Norfolk Council, Ghent Square Homeowners Association and Ghent Neighborhood League on December 16.

K. Communication Outreach/Notification

- Legal notice was posted on the property on December 15.
- Letters were mailed to all property owners within 300 feet of the property on January 15.
- Legal notification was placed in *The Virginian-Pilot* on January 14 and January 21.

L. Recommendation

Staff recommends **approval** of the special exception request subject to all of the following conditions being adopted.

Entertainment Establishment – Conditions

- (a) The hours of operation for the sale of alcoholic beverages and for entertainment shall be limited to 5:00 p.m. until 10:00 p.m. Monday through Thursday and 11:00 a.m. until 10:00 p.m. Friday through Sunday. No use of the establishment for the sale of alcoholic beverages and for entertainment outside of the hours of operation listed herein shall be permitted.
- (b) The seating for the establishment shall not be less than 0 seats indoors, shall not be more than 60 seats outdoors, and the total occupant capacity, including employees, shall not exceed 120 people
- (c) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B." Any tables, chairs, booths, stools or other movable furniture may be relocated provided that it remains only within the shaded areas, and the unshaded accesses, aisles, and other areas shown on the floor plans shall remain unobstructed.
- (d) This special exception shall terminate in the event of a change in ownership of the establishment and may be revoked in the event of a change in the operation or management of the establishment as described in the Description of Operations set forth in "Exhibit A," attached hereto, provided that no termination in the event of a change in ownership of the establishment shall be effective until 120 days after the change or until a new special exception is granted showing the new owner, whichever is

earlier. Notwithstanding the above, no violation of this condition shall be deemed to have occurred if the only change in management is a result of one or more of the members of the management team identified in the Description of Operations ceasing to work at the establishment.

- (e) Entertainment shall be limited to live bands having no more than 12 members, theater performances, film screenings, and fashion shows. No other form of entertainment is permitted.
- (f) The outdoor entertainment located in the parking area shall be limited to no more than ten times per year. In addition to the entertainment listed in condition (f) above, a Disc Jockey and dance floor may be provided only for this use.
- (g) There shall be no dance floor provided inside the building.
- (h) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B."
- (i) No door to the establishment which opens onto or faces a public right-of-way shall be propped open during any time that entertainment is being provided.
- (j) The establishment shall maintain a current, active business license at all times while in operation.
- (k) The establishment shall remain current on all food and beverages taxes and business personal property taxes which may become due while it is in operation.
- (l) No public telephone(s) shall be permitted on the exterior of the property. Any public phone(s) on the interior of the building shall be located in an area within full view of the establishment's staff and shall not be permitted within any restroom.
- (m) During all hours of operation, the establishment operator shall be responsible for maintaining those portions of public rights-of-way improved by sidewalk and portions of any parking lot adjacent to the premises regulated by the special exception so as to keep such areas free of litter, refuse, solid waste, and any bodily discharge.
- (n) The establishment shall maintain a designated driver program which shall provide, at minimum, that designated drivers may be served non-alcoholic beverages at no charge. The establishment shall describe the program in

writing and its availability shall be made known to patrons via either a printed card placed on each table and on the bar or a description printed on the menu.

- (o) A menu shall be provided containing an assortment of foods which shall be made available at all times the establishment is open. A food menu and full dining service shall be available at the bar.
- (p) The business authorized by this special exception shall be conducted in accordance with the Description of Operations set forth in "Exhibit A," attached hereto. The representations made in "Exhibit A" shall be binding upon all owners, operators and managers who operate and/or manage the premises covered by this special exception. Should any owner, operator or manager desire to operate the business in a manner different than as represented in "Exhibit A," a new special exception must be obtained prior to implementing such change. Where any limitation or representation contained in "Exhibit A" is inconsistent with any condition of this ordinance, the conditions of this ordinance shall govern.
- (q) The violation of any requirement, limitation, or restriction imposed by the Virginia ABC Commission shall be deemed a violation of this special exception. This special exception may be revoked for any violation of a general or specific condition, including a condition incorporated by reference and including a condition arising from requirements, limitations, or restrictions imposed by the ABC Commission or by Virginia law.
- (r) Neither the establishment nor any portion of it shall be leased, let, or used by any third party to stage an event for profit. No outside promoter shall be permitted to use, operate, rent, or host any event on the premises.

Notwithstanding anything to the contrary, the requirements of this subsection shall not apply to the following entities, who may lease or otherwise use the establishment for events that are permitted by and comply with this ordinance in all other respects:

- (1) Any federal, state, or local government or governmental agency;
- (2) Any party that receives a grant or other direct funding from a state or local government; and
- (3) Any party that is recognized as a charitable organization in good standing under § 501(c)(3) of the Internal Revenue Code of the United States Code at the time of the event.

Collectively, the parties identified in items 1, 2 and 3 above are defined as "Authorized Entities".

- (s) The establishment manager shall notify the Commissioner of the Revenue no less than 72 hours prior to the commencement of any event at which a cover charge is to be collected.
- (t) A binder or folder containing documentation relating to the operation of the establishment shall be kept on the premises at all times and shall be produced upon request made by any person. For purposes of this section, the documentation relating to the operation of the establishment shall include copies of the following:
 - (1) This special exception;
 - (2) Any ABC license(s);
 - (3) Any occupancy permit(s);
 - (4) Certifications of all persons who work on the premises as a security guard;
 - (5) All fire code certifications, including alarm and sprinkler inspection records;
 - (6) Any health department permit(s);
 - (7) The emergency action plan required under the Fire Prevention Code;
 - (8) The names, addresses, and phone numbers of all persons who manage or supervise the establishment at any time;
 - (9) The establishment's designated driver program; and
 - (10) The establishment's Security Plan.
- (u) The business shall provide in-house security or retain the services of a licensed security firm to provide security services at a rate of one security guard per 50 guest occupants on the property whenever occupancy shall exceed 90 people or when otherwise required by at least 36 hours prior written notice of the Fire Marshal, Chief of Police, or any designee of either. After 8:00 p. m. each Friday and Saturday as well as during special events, a security supervisor certified either in the Responsible Hospitality

Training course offered by the City of Norfolk or in accordance with the requirements of the Virginia Department of Criminal Justice Services shall be present on the property.

- (v) The written security plan submitted to the City as part of the application for this special exception and on file with the Department of Planning shall remain in full force and effect at all times while the establishment is in operation.

Attachments:

Location Map

Zoning Map

1000' radii map of similar ABC establishments and Norfolk Public Schools

Application

Notice to the Downtown Civic League, Downtown Norfolk Council, Ghent Square

Homeowners Association and Ghent Neighborhood League

Proponents and Opponents

Proponents

None

Opponents

None

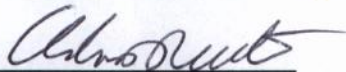
Form and Correctness Approved:



Contents Approved:



By



Office of the City Attorney

By



DEPT.

NORFOLK, VIRGINIA

ORDINANCE No.

AN ORDINANCE GRANTING A SPECIAL EXCEPTION AUTHORIZING THE OPERATION OF AN ENTERTAINMENT ESTABLISHMENT WITH ALCOHOLIC BEVERAGES KNOWN AS "GLASS WHEEL STUDIO" ON PROPERTY LOCATED AT 116 TO 128 WEST OLNEY ROAD.

- - -

BE IT ORDAINED by the Council of the City of Norfolk:

Section 1:- That a Special Exception is hereby granted to Glass Wheel Studio, LLC authorizing the operation of an entertainment establishment with alcoholic beverages named "Glass Wheel Studio" on property located at 116 to 128 West Olney Road. The property which is the subject of this Special Exception is more fully described as follows:

Property fronts 100 feet, more or less along the northern line of West Olney Road beginning 175 feet, more or less, from the eastern line of West Wilson Avenue and extending eastwardly; property also fronts 100 feet, more or less, along the southern line of West Wilson Avenue; premises numbered 116 to 128 West Olney Road.

Section 2:- That the Special Exception granted hereby shall be subject to the following conditions:

- (a) The hours of operation for the sale of alcoholic beverages and for entertainment shall be limited to 5:00 p.m. until 10:00 p.m. Monday through Thursday and 11:00 a.m. until 10:00 p.m. Friday through Sunday. No use of the establishment for the sale of alcoholic beverages or for entertainment outside of the hours of operation listed herein shall be permitted.
- (b) The seating for the establishment shall not include more than 60 seats outdoors and the total occupant capacity, including employees, shall not exceed 120 people.

- (c) The layout of the establishment shall adhere to the specifications of the floor plans attached hereto and marked as "Exhibit B." Any tables, chairs, booths, stools or other movable furniture may be relocated provided that it remains only within the shaded areas, and the unshaded accesses, aisles, and other areas shown on the floor plans shall remain unobstructed.
- (d) This special exception shall terminate in the event of a change in ownership of the establishment and may be revoked in the event of a change in the operation or management of the establishment as described in the Description of Operations set forth in "Exhibit A," attached hereto, provided that no termination in the event of a change in ownership of the establishment shall be effective until 120 days after the change or until a new special exception is granted showing the new owner, whichever is earlier. Notwithstanding the above, no violation of this condition shall be deemed to have occurred if the only change in management is a result of one or more of the members of the management team identified in the Description of Operations ceasing to work at the establishment.
- (e) Entertainment shall be limited to live bands having no more than 12 members, theater performances, performance art, film screenings, and fashion shows. The nature and style of performance art are hereby limited so that no lewd, obscene, erotic or other form of performance or display which violates § 5-27 of the Norfolk City Code (1979) is permitted. No other form of entertainment is permitted.
- (f) The outdoor entertainment located in the parking area shall be limited to no more than 10 times per year. In addition to the entertainment listed in condition (e) above, a disc jockey and dance floor may be provided but only in conjunction with this occasional outdoor entertainment activity.
- (g) There shall be no dance floor provided inside the building.
- (h) No door to the establishment which opens onto or

faces a public right-of-way shall be propped open during any time that entertainment is being provided.

- (i) The establishment shall maintain a current, active business license at all times while in operation.
- (j) The establishment shall remain current on all food and beverages taxes and business personal property taxes which may become due while it is in operation.
- (k) No public telephone(s) shall be permitted on the exterior of the property. Any public phone(s) on the interior of the building shall be located in an area within full view of the establishment's staff and shall not be permitted within any restroom.
- (l) During all hours of operation, the establishment operator shall be responsible for maintaining those portions of public rights-of-way improved by sidewalk and portions of any parking lot adjacent to the premises regulated by the special exception so as to keep such areas free of litter, refuse, and both solid and liquid waste.
- (m) The business authorized by this special exception shall be conducted in accordance with the Description of Operations set forth in "Exhibit A," attached hereto. The representations made in "Exhibit A" shall be binding upon all owners, operators and managers who operate and/or manage the premises covered by this special exception. Should any owner, operator or manager desire to operate the business in a manner different than as represented in "Exhibit A," a new special exception must be obtained prior to implementing such change. Where any limitation or representation contained in "Exhibit A" is inconsistent with any condition of this ordinance, the conditions of this ordinance shall govern.
- (n) The violation of any requirement, limitation, or restriction imposed by the Virginia ABC Commission shall be deemed a violation of this special exception. This special exception may be revoked for any violation of a general or specific condition, including a condition incorporated by

reference and including a condition arising from requirements, limitations, or restrictions imposed by the ABC Commission or by Virginia law.

- (o) Neither the establishment nor any portion of it shall be leased, let, or used by any third party to stage an event for profit. No outside promoter shall be permitted to use, operate, rent, or host any event on the premises.

Notwithstanding anything to the contrary, the requirements of this subsection shall not apply to the following entities, who may lease or otherwise use the establishment for events that are permitted by and comply with this ordinance in all other respects:

- (1) Any federal, state, or local government or governmental agency;
- (2) Any party that receives a grant or other direct funding from a state or local government; and
- (3) Any party that is recognized as a charitable organization in good standing under § 501(c)(3) of the Internal Revenue Code of the United States Code at the time of the event.

Collectively, the parties identified in items 1, 2 and 3 above are defined as "Authorized Entities".

- (p) The establishment manager shall notify the Commissioner of the Revenue no less than 72 hours prior to the commencement of any event at which a cover charge is to be collected or any event held by an Authorized Entity which leases, lets, or uses the establishment.
- (q) A binder or folder containing documentation relating to the operation of the establishment shall be kept on the premises at all times and shall be produced upon request made by any person. For purposes of this section, the documentation relating to the operation of the establishment shall include copies of the following:

- (1) This special exception;
 - (2) Any ABC license(s);
 - (3) Any occupancy permit(s);
 - (4) Certifications of all persons who work on the premises as a security guard;
 - (5) All fire code certifications, including alarm and sprinkler inspection records;
 - (6) Any health department permit(s);
 - (7) The emergency action plan required under the Fire Prevention Code;
 - (8) The names, addresses, and phone numbers of all persons who manage or supervise the establishment at any time; and
 - (9) The establishment's Security Plan.
- (r) The business shall provide in-house security or retain the services of a licensed security firm to provide security services at a rate of one security guard per 50 guest occupants on the property whenever occupancy shall exceed 90 people or when otherwise required by at least 36 hours prior written notice of the Fire Marshal, Chief of Police, or any designee of either. After 8:00 p. m. each Friday and Saturday as well as during special events, a security supervisor certified either in the Responsible Hospitality Training course offered by the City of Norfolk or in accordance with the requirements of the Virginia Department of Criminal Justice Services shall be present on the property.
- (s) The written security plan submitted to the City as part of the application for this special exception and on file with the Department of Planning shall remain in full force and effect at all times while the establishment is in operation.

Section 3:- That the City Council hereby determines that the Special Exception granted herein complies with each of the

requirements of § 25-7 of the Zoning Ordinance of the City of Norfolk, 1992 (as amended), namely that:

- (a) The proposed use and development will be in harmony with the objectives and policies of the adopted general plan and with the general and specific purposes for which this ordinance was enacted and for which the regulations of the district in question were established;
- (b) The proposed use and development will not substantially diminish or impair the value of the property within the neighborhood in which it is located;
- (c) The proposed use and development will not have an adverse effect upon the character of the area or the public health, safety and general welfare. Conditions may be applied to the proposed use and development, as specified in section 25-8 below, to mitigate potential adverse impacts;
- (d) The proposed use and development will be constructed, arranged and operated so as not to interfere with the use and development of neighboring property in accordance with the applicable district regulations;
- (e) The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools;
- (f) The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets;
- (g) The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance;
- (h) The proposed use and development will not cause substantial air, water, soil or noise pollution or other types of pollution which cannot be mitigated;
- (i) The proposed use and development will not cause a

negative cumulative effect, when its effect is considered in conjunction with the cumulative effect of various special exception uses of all types on the immediate neighborhood and the effect of the proposed type of special exception use on the city as a whole;

- (j) The proposed use and development complies with all additional standards imposed on it by the particular provisions of the ordinance authorizing such use; and
- (k) No application for a special exception shall be recommended or granted until any and all delinquent real estate taxes owed to the City of Norfolk on the subject property have been paid.

Section 4:- That this ordinance shall be in effect from the date of its adoption.

ATTACHMENTS:

Exhibit A (3 pages)

Exhibit B (5 pages)



EXHIBIT "A"
Description of Operations
Entertainment Establishment
(Please Print)

Date

Trade name of business

Address of business

Name(s) of business owner(s)*

Name(s) of property owner(s)*

Name(s) of business manager(s)/operator(s)

Daytime telephone number ()

*If business or property owner is a partnership, all partners must be listed.

*If business or property owner is an LLC or Corporation, all principals must be listed.

1. Proposed Hours of Operation:

<u>Facility</u>	<u>Alcoholic Beverage Sales and Entertainment</u>
Weekday From <input type="text" value="11A"/> To <input type="text" value="5P/10P events"/>	Weekday From <input type="text" value="5P"/> To <input type="text" value="10P"/>
Friday From <input type="text" value="11A"/> To <input type="text" value="5P/10P events"/>	Friday From <input type="text" value="11A"/> To <input type="text" value="10P"/>
Saturday From <input type="text" value="11A"/> To <input type="text" value="5P/10P events"/>	Saturday From <input type="text" value="11A"/> To <input type="text" value="10P"/>
Sunday From <input type="text" value="11A"/> To <input type="text" value="5P/10P events"/>	Sunday From <input type="text" value="11A"/> To <input type="text" value="10P"/>

2. Type of ABC license applied for (check all applicable boxes):

☒ On-Premises ☐ Off-Premises (second application required)

3. Type of alcoholic beverage applied for:

☒ Beer ☒ Wine ☒ Mixed Beverage

Exhibit A – Page 2
Entertainment Establishment

4. Will video games, pool tables, game boards or other types of games be provided?
☐ Yes (If more than 4, additional application required) ☐ No

4a If yes, please describe type and number of each game to be provided:

5. Will patrons ever be charged to enter the establishment?
☐ Yes ☐ No

5a. If yes, why:

For limited special exhibitions, gallery talks/lecture or art performances.
--

5b. Which days of the week will there be a cover charge (circle all applicable days):

☒ Monday ☒ Tuesday ☒ Wednesday ☒ Thursday ☒ Friday
☒ Saturday ☒ Sunday

6. Will the facility or a portion of the facility be available for private parties?
☐ Yes ☐ No

6a. If yes, explain:

Gallery and courtyard may be available for private events/meetings of 100 or less.

7. Will a third party (promoter) be permitted to lease, let or use the establishment?
☐ Yes ☐ No

7a. If yes, explain:

For non-profit organizations.

8. Will there ever be a minimum age limit?
☐ Yes ☐ No

Exhibit A – Page 3
Entertainment Establishment

9. Additional comments/description/operational characteristics or prior experience:

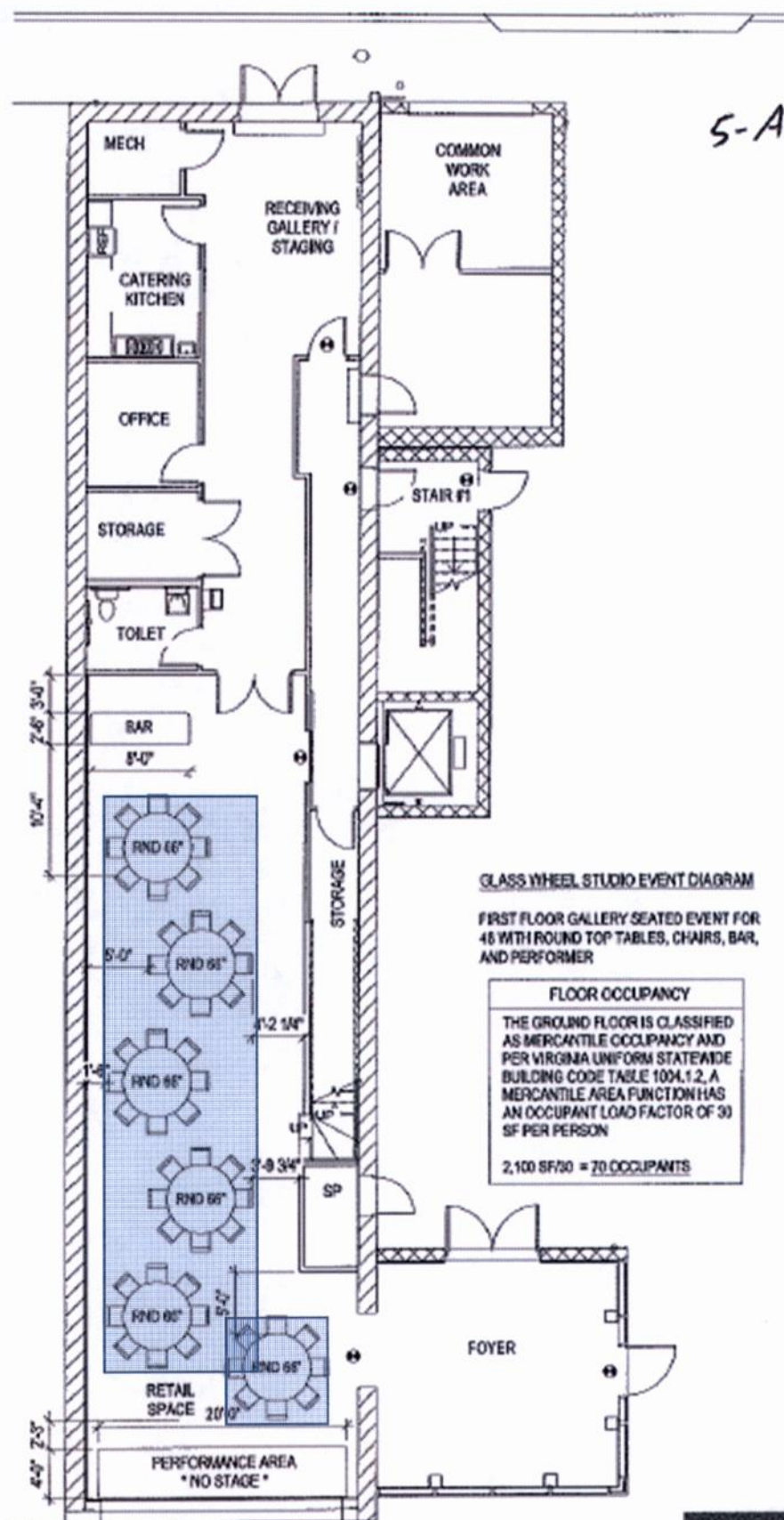
Examples of entertainment we may feature: Live bands w/12 members or less; DJ; Performance art projects that may include sound and movement classified as works of art; Community art-making projects; Mobile hot shop performance (exterior only); Film screenings indoor and/or outdoor; Art fashion shows; Live performances in collaboration with other NEON District Arts Organizations.

Note: If smoking is permitted, then floor plans must be submitted showing all necessary building requirements for such facility

Cheryl S
White

Digitally signed by Cheryl S White
DN: cn=Cheryl S White, o=Glass
Wheel Studio, ou,
email=cheryl@glasswheelstudio.c
om, c=US
Date: 2016.01.08 13:09:19 -05'00'

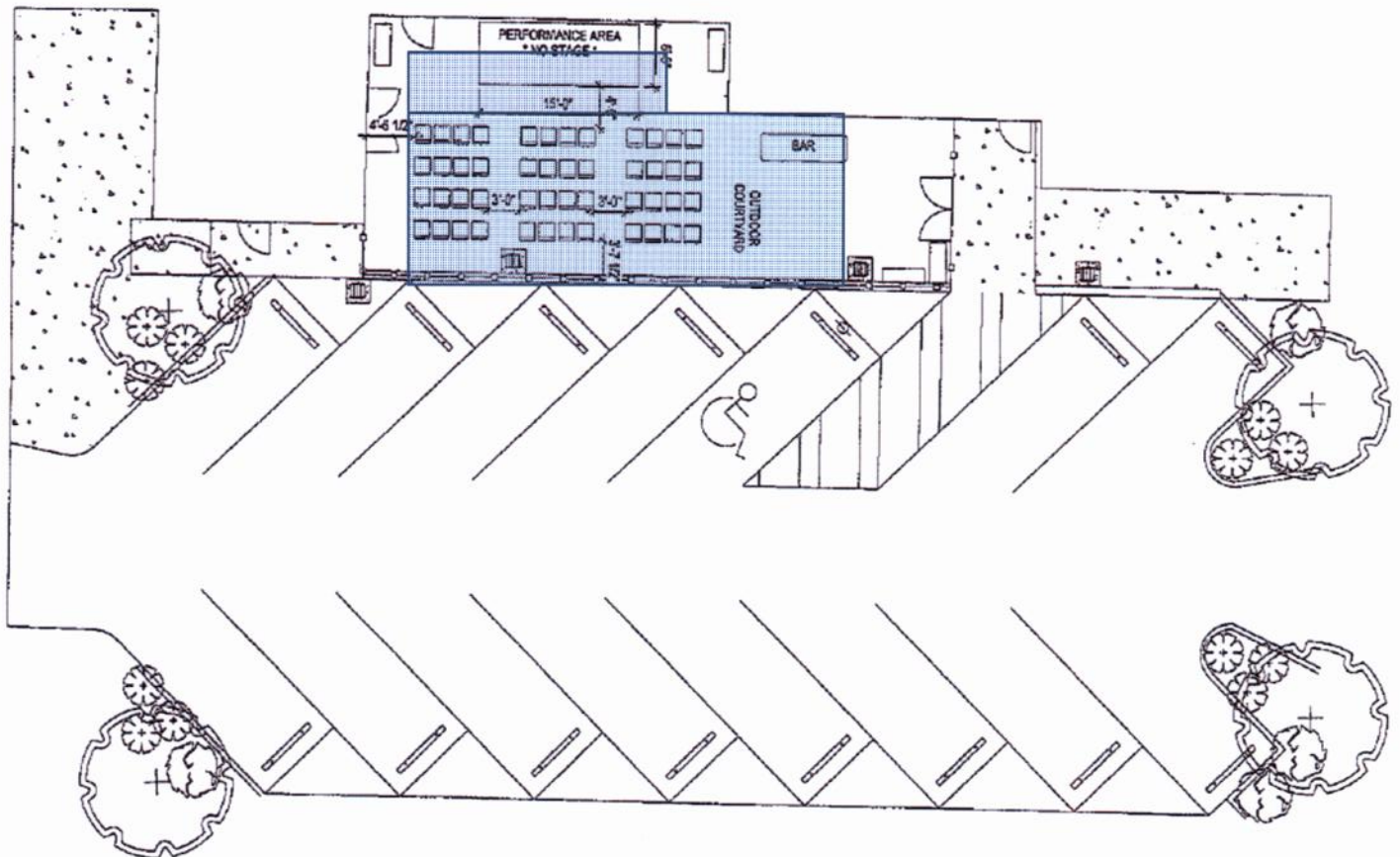
Signature of Applicant



PROJECT NO. 14013.004 PROJECT: GLASS WHEEL STUDIO

DATE: 12/9/2015

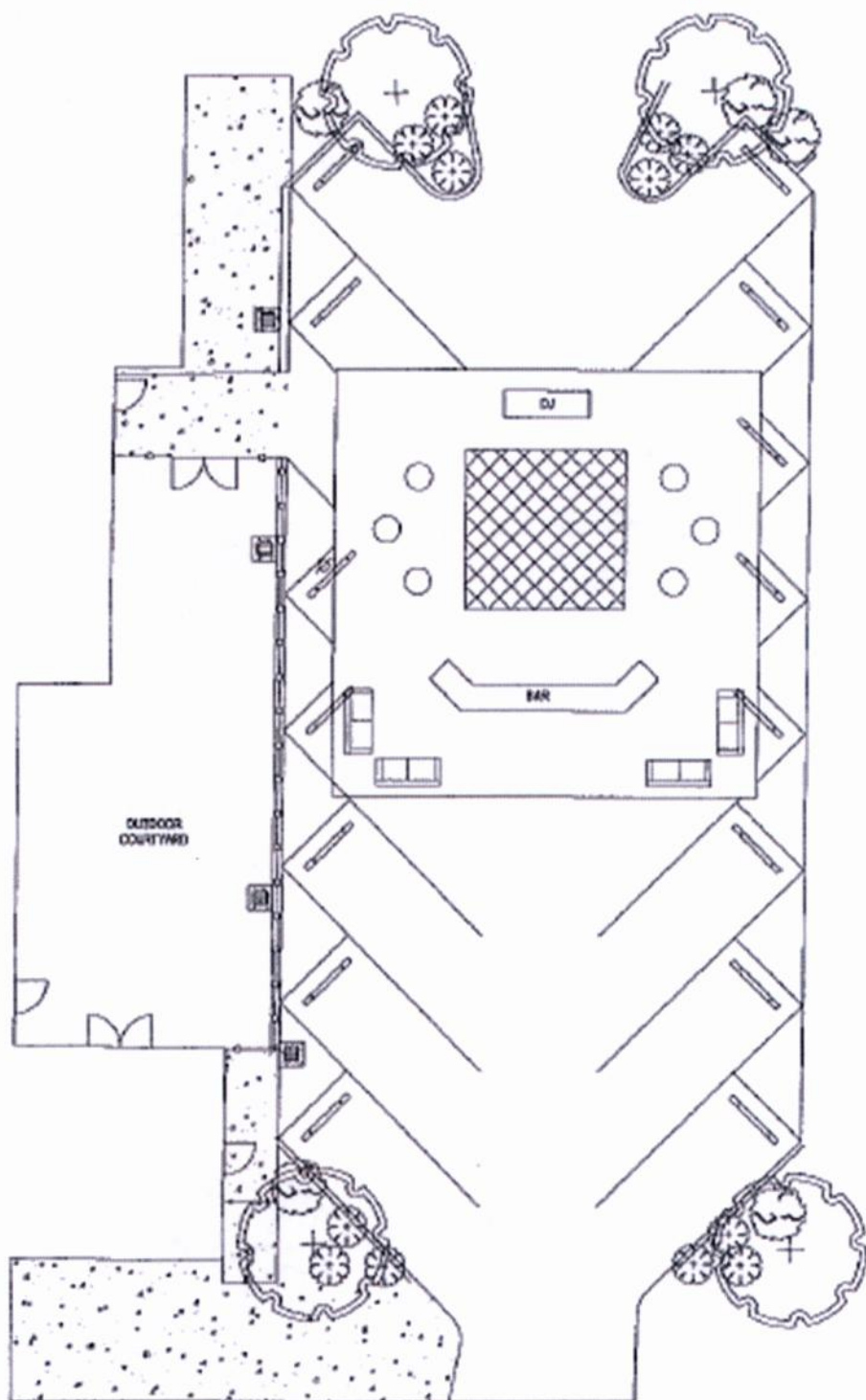




NOTE:
COURTYARD FENCE TO
BE 4'-0" TALL.

GLASS WHEEL STUDIO RENT DIAGRAM
OUTDOOR COURTYARD EVENT WITH BAR,
PERFORMANCE, & RECEPTION & FRONT-ENTRY
(60) CHAIRS





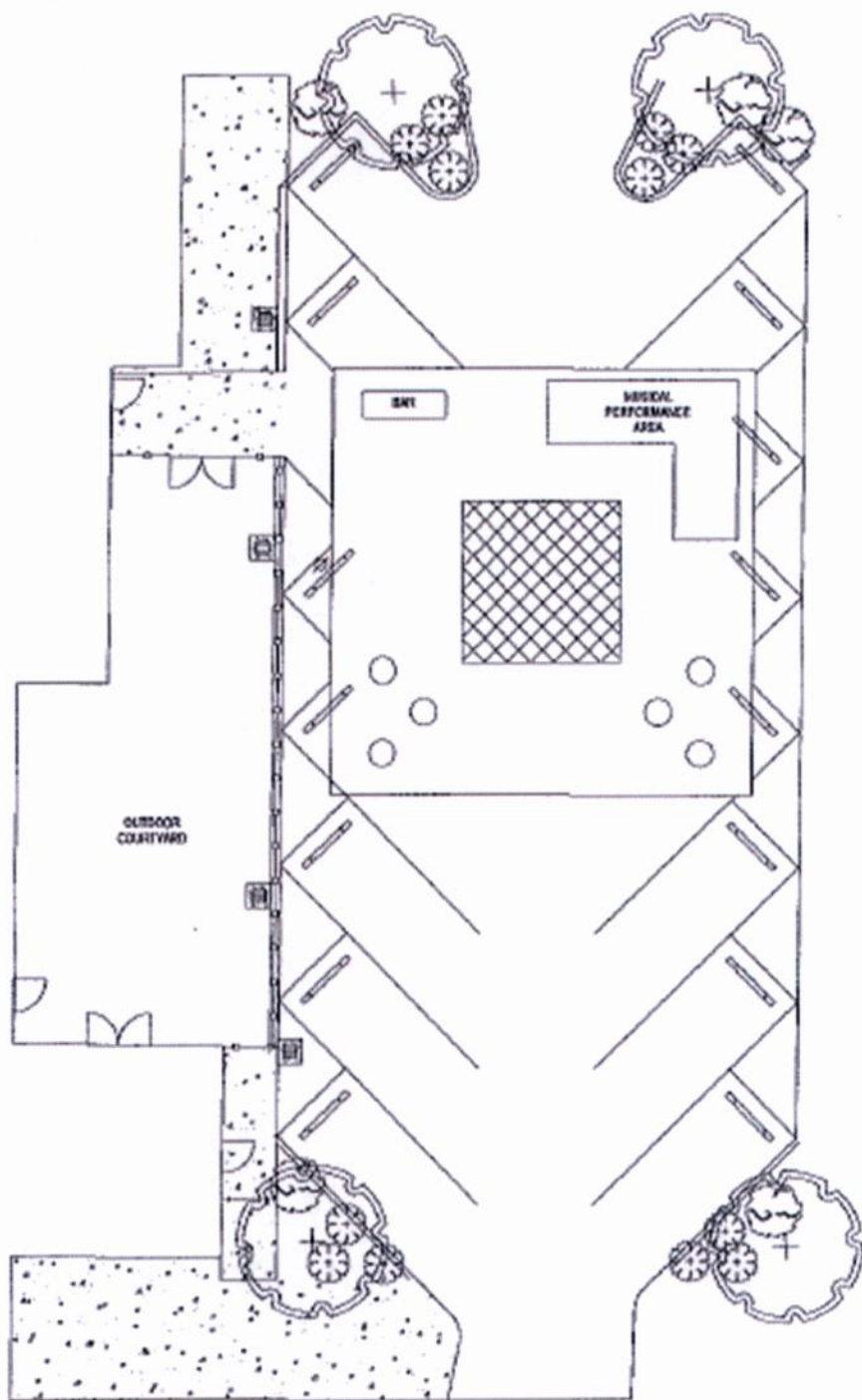
NOTE:
COURTYARD FENCE TO
BE 4'-0" TALL

GLASS WHEEL STUDIO EVENT DIAGRAM

OUTDOOR EVENT INFERRING LOT

40000 TENT
LOUNGE AREA
800 (30) HIGH TOP TABLES
130 (8 FT) TABLES
10000 DANCE FLOOR
BAR AREA

8-B



NOTE:
COURTYARD FENCE TO
BE 4'-0" TALL

GLASS WHEEL STUDIO EVENT PROGRAM

OUTDOOR EVENT IN PARKING LOT

4000 TENT
25X35 HIGH TOP TABLES
MUSIC AREA
1000S DANCE FLOOR
BAR AREA

PROJECT NO. 14013.004 PROJECT: GLASS WHEEL STUDIO

DATE: 04/2015



Location Map

W WILSON AVENUE

W OLNEY ROAD

GLASS WHEEL STUDIO, LLC

MAGAZINE LANE

0 10 20 40 Feet



Zoning Map

D-4

W VIRGINIA BEACH BOULEVARD

D-4

ADDISON STREET

D-4

D-4

E WILSON AVENUE

W WILSON AVENUE

D-4

D-4

D-4

W OLNEY ROAD

E OLNEY ROAD

GLASS WHEEL
STUDIO, LLC

D-4

GRANBY STREET

D-4

MAGAZINE LANE

VOSS STREET

D-4

D-4

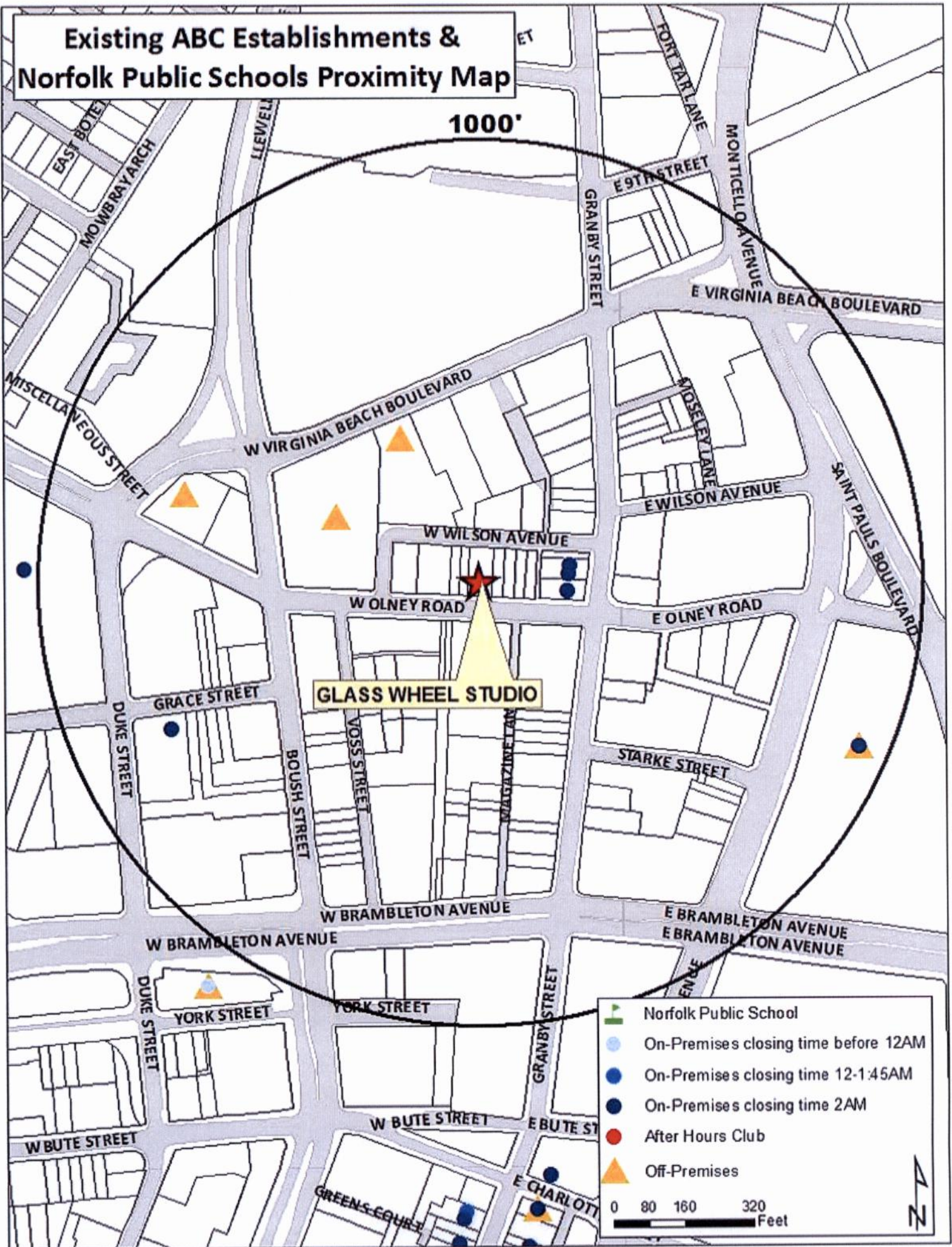
STARKE STREET

0 25 50 100
Feet



Existing ABC Establishments & Norfolk Public Schools Proximity Map

1000'





**APPLICATION
ADULT USE SPECIAL EXCEPTION
ENTERTAINMENT ESTABLISHMENT
(Please Print)**

Date

DESCRIPTION OF PROPERTY

Address

Existing Use of Property

Proposed Use

Current Building Square Footage

Proposed Building Square Footage

Trade Name of Business (If applicable)

APPLICANT

(If applicant is a LLC or a Corp./Inc., include name of official representative and/or all partners)

1. Name of applicant: (Last) (First) (MI)

Mailing address of applicant (Street/P.O. Box):

(City) (State) (Zip Code)

Daytime telephone number of applicant () Fax ()

E-mail address of applicant:

**Application
Entertainment Establishment
Page 2**

AUTHORIZED AGENT (if applicable)

(If agent is a LLC or a Corp./Inc., include name of official representative and/or all partners)

2. Name of applicant: (Last) (First) (MI)

Mailing address of applicant (Street/P.O. Box):

(City) (State) (Zip Code)

Daytime telephone number of applicant () Fax ()

E-mail address of applicant:

PROPERTY OWNER

(If property owner is a LLC or a Corp./Inc., include name of official representative and/or all partners)

3. Name of property owner: (Last) (First) (MI)

Mailing address of property owner (Street/P.O. box):

(City) (State) (Zip Code)

Daytime telephone number of owner () email:

CIVIC LEAGUE INFORMATION

Civic League contact:

Date(s) contacted:

Ward/Super Ward information:

REQUIRED ATTACHMENTS

- Required application fee, **\$355.00** (if check, make payable to the City of Norfolk).
 - Application fee includes a non-refundable \$5 technology surcharge.
- One 8½ inch x 11 inch copy of a floor plan prepared by a registered design professional drawn to scale showing seats/tables, restroom facilities, bar, ingress and egress, standing room, outdoor dining and total maximum capacity (see attached example)
- One 8½ x 14 inch or 11 x 17 inch copy of a physical survey, drawn to scale and showing site conditions and improvements (including portions of the right-of-way to the curb line):
 - Existing and proposed building structures
 - Driveways
 - Parking
 - Landscaping
 - Property lines (see attached example)
- One 8 ½ x 14 inch or 11 x 17 inch copy of a conceptual site plan drawn to scale and showing all proposed site improvements, landscaping, drive aisles and parking with dimensions, and proposed changes to parcel/property lines (including lease lines) if applicable.
- Completed Exhibit A, Description of Operations (attached)

CERTIFICATION

I hereby submit this complete application and certify the information contained herein is true and accurate to the best of my knowledge:

Print name: J.D. Perry Sign: [Signature] 12/14/2015
(Property Owner or Authorized Agent of Signature) (Date)

Print name: Cheryl S. White Sign: Cheryl S. White 12/14/2015
(Applicant) (Date)

ONLY NEEDED IF APPLICABLE:

Print name: _____ Sign: _____ / ____ / ____
(Authorized Agent Signature) (Date)

**Exhibit A – Floor Plan(s) Worksheet
Eating and Drinking Establishment**

Plan 5-A
(Ent.)

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Outdoor seating
 - Total maximum capacity (including employees)

Total capacity

a. Indoor

Number of seats (not including bar seats)

Number of bar seats

Standing room

48

—

62

b. Outdoor

Number of seats

—

c. Number of employees

10

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 120

DEPARTMENT OF CITY PLANNING

810 Union Street, Room 508

Norfolk, Virginia 23510

Telephone (757) 664-4752 Fax (757) 441-1569

(Revised January, 2015)

**Exhibit A – Floor Plan(s) Worksheet
Eating and Drinking Establishment**

Plan 6-F
(2nd Floor Ent.)

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Outdoor seating
 - Total maximum capacity (including employees)

Total capacity

a. Indoor

Number of seats (not including bar seats)
Number of bar seats
Standing room

20
—
90

b. Outdoor

Number of seats

—

c. Number of employees

Includes 3 security staff

10

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 120

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**Exhibit A – Floor Plan(s) Worksheet
Eating and Drinking Establishment**

*Plan 8-A
(Outdoor Ent.)*

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Outdoor seating
 - Total maximum capacity (including employees)

Total capacity

a. Indoor

Number of seats (not including bar seats)
Number of bar seats
Standing room

97

b. Outdoor

Number of seats

8

c. Number of employees

Includes 5 security staff

15

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 120

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**Exhibit A – Floor Plan(s) Worksheet
Eating and Drinking Establishment**

*Plan 8-B
(outdoor ent.)*

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Outdoor seating
 - Total maximum capacity (including employees)

Total capacity

a. Indoor

Number of seats (not including bar seats)
Number of bar seats
Standing room

—
—
97

b. Outdoor

Number of seats

8

c. Number of employees

Includes 5 security staff

15

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 120

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**Exhibit A – Floor Plan(s) Worksheet
Eating and Drinking Establishment**

Plan 8-J
(outdoor Ent.)

- Complete this worksheet based for each floor plan submitted with application.
- Floor plan must be prepared by a registered design professional and include:
 - Tables/seats
 - Restroom facilities
 - Bar
 - Ingress and egress
 - Standing room
 - Outdoor seating
 - Total maximum capacity (including employees)

Total capacity

a. Indoor

Number of seats (not including bar seats)

Number of bar seats

Standing room

—
—
50

b. Outdoor

Number of seats

60

c. Number of employees

Includes 5 security staff

10

Total Occupancy

(Indoor/Outdoor seats, standing room and employees) = 120

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